

1. Call to Order

Kelsie McClendon, Chair-Elect, called the meeting to order at 09:56 a.m.

2. Roll Call: Quorum (19)

Members:

Barbara Gallegos (A)
Belinda Hanson (T)
Ben Candler (A)
Blair Liddicoat (T)
Bob Neckes (A)
Chevera Trillo (A)
Christine Mackay (A)
Christoph Hilscher (T)
Dillon Holmes (A)
Eric Knott (A)
Jessica Starr (T)
Jim Godfrey (P)
Karen Poole (T)
Karen Thorne (T)
Karissa Brnak (A)
Kayong Holston (T)
Kelsie McClendon (P)

Marie Sullivan (P)
Melissa Rafalski (T)
Michael Scione (P)
Patricia Wallace (T)
Paul Magallanez (T)
Paul Sanders (A)
Rick McCartney (A)
Rodney Pack (P)
Shawn Hutchinson (T)
Shellie Frey (T)
Tina Huff (P)
Tony Abraham (T)
Tony Maldonado (P)
Tscherina Telesford (A)
Yolanda Locher (A)

Staff/Guests:

Virginia Sturgill
David Bergeson
Laurie Ontiveros
Janet Woolum
Melanie Benitez
Bonnie Thoi
Aaron Roth
Thomas Colombo
Todd Berndt
Ranee Reider
Diana Shepherd
Bill O'Brien
Seth Fritsch
Stacey Faulkner
Eddie Contreras
Dawn Zimmer
Martin Moreno

Kristen Merser
Teresa Tschupp

3. Pledge of Allegiance – *Tony Maldonado, Youth Council Chair*

4. Approval of Meeting Minutes – *Action Item*

Motion duly made and unanimously approved as presented.

5. Board Resignation – *Action, Kelsie McClendon, Chair-Elect*

- Trish Georgeff, Human Services Department

Motion duly made and unanimously approved as presented.

6. MWC Highlights – *Information, Patricia Wallace, WDD Assistant Director*

- Sequestration
 - Maricopa County has been very prudent into how the effects will impact the services of Human Services Workforce Development Division
 - 5 – 6% reduction at the Federal level; but the County has been prudent in looking at a 10% cutback
 - This means to WDD we looked at current vacancies and other programming and we streamline processes; we are efficient and effective at every layer of the organization
 - Presently we have seven vacancies that we aren't going to fill at this time
 - Not filling vacancies and streamlining process helped us meet the 10% reduction and we won't sacrifice services to our customers
 - No specific directives as to what it will look like for Workforce Development; we will communication once it has been put into place
- Events/Employer Involvement
 - MWC Job Fairs
 - Jan. 30 – West Valley Career Center (25 Employers – 300 Job Seekers attended)

- Feb. 6 – Gilbert Career Center (24 Employers – 200 Job Seekers attended)
 - We are looking at the demographics for each event to either get more employers or job-seekers
- Maricopa County Leadership Experience (MCLE)
 - No eligibility requirement
 - Facilitated by WDD through HSD to provide opportunities for youth in the County government experience
 - Information will be posted on HSD website
- Partnering Job Fairs
 - Mar. 1 – Stand down (AZ National Guard)
 - Mar. 20 – DES Career Expo (AZ State Fairgrounds)
 - Apr. 10 – MWC Job Fair (West Valley Career Center)
 - Apr. 11 – Goodwill Career Expo (University of Phoenix Stadium)

A number of questions were asked and extensive discussion ensued
- MWC Monthly Center Numbers (Program Year: July 1, 2012 – June 30, 2013)
 - Jan. 2013 does show a peak in both career centers; this is typical trend after the holidays; more customers doing job search and attending workshops

ACTION: Present demographics of numbers for monthly center visits

ACTION: Present comparison from previous program year

ACTION: Chair-Elect requested general economic data and sector strategy reporting

ACTION: Patricia will provide the board with hard data/stats to see trend of what is currently happening

7. ***Membership Taskforce – Update, Patricia Wallace, WDD Assistant Director (*Item taken out of agenda order)**

Membership:

- Rick McCartney
- Patricia Wallace
- Tina Huff
- Chevera Trillo

Meetings:

- Tuesday, March 5, 2013 (3 – 4 PM)

Future/Focus:

- New candidates will be reviewed and pushed forward by taskforce committee for approval at our next board meeting

ACTION: New candidates for full board membership for approval

8. **HSD Interim-Director – Information, Margaret Trujillo, HSD Interim-Director**

- Sequestration
 - Look at the business and the first priority is to minimize the impact to the community
 - Look at our contracts for performance
 - Be very targeted at how and where we spend our money
 - The Assistant Directors have been tasked to complete an assessment of the communities to best meet the needs of the community
- Strategic Planning
 - We have been working with all the Councils and Boards that support our Division
 - We will standardize our meeting templates and share information across to the other boards, commissions and councils
 - Goal: To be anchored/rooted in who the community is what they need and to do some rank ordering as to what the priorities are
 - Important for the contracts we currently have are good performers and we are targeting the appropriate clients

- Looking for innovation to develop unusual collaboration for some relationships; can we do something different or bring projects to the table that maybe we haven't had the opportunity to do before
- Recruitment
 - The Director position will released as a national recruitment that will extend for 6-7 weeks; should have a new director around May/June

Questions were asked and discussion ensued

9. HSD / Strategic Planning – Information, Janet Woolum, Strategic Initiatives Manager

- Janet introduced herself to the board; shared her experience with Maricopa County and would like to move from a 'descriptive' data to 'prescriptive' data.
- Janet also provided general information about the Human Services Department as a whole and where we are headed in this strategic planning process
- The board was presented with the Mission, Vision and Core Values
- As a department, we serve primarily Maricopa county exclusive of the city of Phoenix
- We have a total of six divisions within our department
- "No Wrong Door" is the service model that gives individuals access to needed services regardless of how or where they first enter the system
- SOAR (Strengths/Opportunities/Aspirations/Results) is the model for strategic planning that focuses on strengths and seeks to understand the whole system by including the voices of relevant stakeholders
- Janet will be developing a survey specific to the MWC Board Members for volunteer participation in the strategic planning for HSD

10. *Performance Task Force – Update, Marie Sullivan, Chair (*Item taken out of agenda order)

Membership:

- Marie Sullivan, Chair
- Shawn Hutchinson, Vice chair
- Ben Candler
- Kayong Holston
- Rick McCartney
- Patricia Wallace
- Melissa Rafalski
- Christoph Hilscher

Meetings:

- Next meeting: Wednesday, March 6, 2013 (3 – 4 PM)
 - AWEE Offices – 640 N. 1st Ave., 2nd Floor, Room 201
 - **No** call-in option is available

Future/Focus

- Review of the State of Arizona Integrated Workforce Plan
 - Develop Performance measures
 - Link: <https://www.azdes.gov/uploadedFiles/Employment/Arizona-Integrated-Workforce-Plan-2012-2017.pdf>
- Questions were asked and discussion ensued*

11. Community Justice Support Services – Information, Teresa Tschupp, Acting-Assistant Director

- Teresa shared about the Community Justice Support Services (CJSS) Division was added to HSD in July 2011. It was introduced as a pilot project to initially serve the East Valley and a small number of participants.
- It provides prevention and intervention services to youth and adults who are at-risk within the Criminal Justice system.

- The program's intent is to provide comprehensive case management and wrap-around services to enable youth/adult probationers to be successful in the community and reduce their risk of reoffending.
- Completed program evaluation by Dr. Jose Ashford, AZ State University
 - Outcomes for intermediary to mid-level (participants in program between six-nine months) achieved 70% of self-sufficiency
 - Clients are referred from one of our Justice Partners or from within one of our divisions
- Teresa presented [Homeboy Industries](#), an organization that serves high-risk, formerly gang-involved men and women with a continuum of free services and programs, and operates seven social enterprises that serve as job-training sites.
- Teresa challenged the board to see how together we can help start a supportive-employment program and that is self-sustaining
Questions were asked and discussion ensued

ACTION: Identify the role for the board and submit formal request

12. Youth Council Report – Update, Laurie Ontiveros, Contract Administrator

- Program Year 2012 Performance
 - Six out of the seven WIA Youth Statutory measures were met
- Summer Youth Program – May 2013
 - Work readiness training
 - College credit
 - Basic Skills remediation
 - Paid Work experience
 - Exposure to the world of work
 - Career Exploration
- Youth Program RFP (Request for Proposal)
 - Program Year 2013
 - Contractors operating under current contract are:
 - Arizona Call-A-Teen Youth Resources (ACYR)
 - Goodwill of Central Arizona
 - Valley of the Sun United Way Aspire Collaborative
- Initiative through Bureau of Land Management and Department of the Interior
 - MWC participation through ACYR
 - Pathway to fill land management agency positions
- Fourth Cohort began on January 14th and will end on May 10th participants received the following training and certification:
 - Wilderness Advanced First Aid
 - Leave No Trace Ethics
 - Chainsaw
- Bill O'Brien updated the board with the Veterans Initiative with the Bureau of Land Management
 - Attempted to launch the program in January and the biggest challenge was finding a third party administrator to pay the participants
 - Cohort will now be launched in August with five Veterans

13. Advocacy Task Force – Update, Tina Huff

Membership:

- Tina Huff, Chair
- Shellie Frey, Vice Chair
- Belinda Hanson
- Rodney Pack
- Patricia Wallace

Meetings:

- First Tuesday of each month, 9 AM

Future/Focus:

- Employer events
 - West Valley – April 17
 - East Valley – April 24
- Focus on legislation, specifically appropriations

ACTION: Update Board on trip to Washington D.C from Kelsie M and Bill O.

14. New Business – *Discussion*

- Future Board Topics
 - Customer and Staff Satisfaction Surveys
 - Carry-over business incubation discussion on Margaret Trujillo's presentation
 - WIA Legislative Updates

15. Call to the Public

- Todd Berndt, Business Account Coordinator
 - Clarification, ANG Employer Summit is taking place on Friday, February 29 and on March 8 – 10 is the 'Stand-Down' event
 - Employers that have been participating in the recent Job Fairs will be contacted for results
 - The BAC Team will work with employers to report out total hires as a result of the Job Fairs
 - Introduced Ron Granzella, new BAC and Randee Reider, Business Operations Manager

16. Adjournment: Meeting adjourned at 11:33 AM